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OPTIONAL FORM 41 (Rev. 7-78)

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Sandra B. DeSantis

ork 10510

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Deputy Director of Administration
Central Intelligence Agency
Washington, D. C., 20505

To Whom It May Concern:

Walker Wiener Associates has been hired by a major paper manufacturer to investigate alternative uses for "safety paper." Safety paper is that paper which when chemically or mechanically altered will show some type of change in appearance, thereby indicating unofficial or illegal alteration.

Additionally, we have been asked to investigate those documents that have been either illegally or unofficially copied or reproduced. Our client wants to know whether the C. I. A. might have a use for papers that would not be able to be copied or reproduced.

We understand that the C. I. A. deals with highly classified and sensitive documents. Please rest assured that we are not in the least bit interested in the nature of those documents. Our only concern is whether our client can manufacture paper that can be used by government offices, such as yours. If it is necessary that you know the name of our client; I can break with tradition and tell you who the client is.

I am enclosing a copy of the actual questionnaire that I will be using so that you can see the exact questions I will be asking.

I plan to be in the Washington area February 2 through 5. I will call your office on Monday, January 19, to hopefully set up an appointment.

Sincerely,



Sandra DeSantis
Encl.

Affiliated companies: Walker Watson Associates, Guildford, England Jaakko Pöyry Oy, Helsinki, Finland

Walker Wiener Associates Inc.

QUESTIONNAIRE -- SAFETY PAPERS STUDY

-- SAFETY PAPER ENFORCERS --

SEGMENT: _____

NAME _____

TITLE _____

COMPANY _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE _____

Good Morning. I would like to speak with the person responsible for (INT: SEE SPECIFIC LISTING RELATING TO EACH OF THE SPECIFIC END-USE MARKETS, PRODUCTS, ETC.)

Good Morning. My name is _____ from Walker Wiener Associates in N.Y. We are currently undertaking a national study for a major U.S. producer of safety papers. The purpose of the study is to determine whether there are any specific current problems relating to illegal or unofficial alteration of materials or documents which could be applied to the development of new safety paper products.

Would you have a few minutes to answer a couple of brief questions.

FOR PURPOSES OF THIS STUDY, OUR DEFINITION OF SAFETY PAPERS INCLUDES THOSE PAPERS, EITHER PATTERNED OR PLAIN WHITE, THAT IF CHEMICALLY OR MECHANICALLY ALTERED, WILL SHOW SOME TYPE OF CHANGE IN APPEARANCE, THEREBY INDICATING UNOFFICIAL OR ILLEGAL ALTERATION.

Walker Wiener Associates Inc.

First of all....

1. To what degree are you familiar with safety papers, and their ability to prevent the alteration of documents?

() Very familiar, I have used it.

() Familiar, I haven't used it, but I'm familiar with it.

() Not Familiar, I don't know what it is.

2. Do you believe that by using safety papers, document alteration can be prevented? (INT: HAVE RESPONDENT EXPLAIN IN EITHER CASE.)

() Yes

() No

3. Based on the activities of your company (agency, department, association, etc.) have there been any cases that your department has investigated where documents or materials that might be classified as sensitive have been illegally or unofficially altered?

() Yes Go to Q. 4

() No Go to Q. 5

Walker Wiener Associates Inc.

4. Could you note the types of products that have been subject to unofficial or illegal alteration? (INT: PROBE FOR SPECIFIC TYPES OF PRODUCTS)

1. _____
2. _____
3. _____
4. _____
5. _____

5. Within your company (agency, department, association, etc.) are there any documents used that might be classified as sensitive, specifically if they were illegally or unofficially altered?

() Yes Go to Q.5a

() No Go to Q.9

5a. Could you note the type of products that fit into this classification? (INT: ATTEMPT TO GET SPECIFIC PRODUCTS -- RESPONDENTS SHOULD BE PROBED FOR SPECIFIC TYPES OF CONTRACTS, PASSES, SECURITIES ETC.

1. _____
2. _____
3. _____
4. _____

Walker Wiener Associates Inc.

6. Over the past year, have there been any cases where your company's documents have either been unofficially altered, or attempted to be altered? (INT: PROBE FOR PRODUCTS AND ASTERISK ABOVE.)

() Yes

() No

7. Has your company employed any other means to insure that sensitive documents or materials are not altered? (INT: PROBE FOR ROLE OF COMPUTERS, PEOPLE, OTHER SOLUTIONS TO STOP ILLEGAL/UNOFFICAL ALTERATION.)

() Yes ... Please explain steps.

() No Why not?

8. Would the cost of safety papers (which could typically increase the cost of paper by some 20-30%) be an inhibiting factor for its use within your company (agency, department, etc.)?

() Yes, please explain

() No, please explain

Walker Wiener Associates Inc.

9. Based on your familiarity with security issues, are there any other applications whereby safety papers might represent a means to prevent illegal or unofficial altering?

() Yes Please note these products.

() No

1. _____
2. _____
3. _____
4. _____

10. Within your company (agency, department, association, etc.) are there any documents that have been unofficially or illegally copied or reproduced?

() Yes Go to Q. 10a

() No Go to Q. 11.

10a. Could you note the types of products that fit into this classification? (INT; ATTEMPT TO GET SPECIFIC PRODUCTS -- RESPONDENTS SHOULD BE PROBED WITH REQUEST FOR SPECIFIC TYPES OF PRODUCTS)

1. _____
2. _____
3. _____
4. _____

Walker Wiener Associates Inc.

11. Has your company employed any other means to insure that documents or materials are not copied or reproduced? (INT: PROBE FOR OTHER SOLUTIONS TO STOP ILLEGAL/UNOFFICIAL COPYING OR REPRODUCING.)

() Yes ... Please explain how.

() No ... Please explain why not.

12. Could I briefly ask you some specific questions on each of the specific applications that you noted earlier (INT: QUESTION 4, 5A AND 10A) as being areas where sensitive documents could be a problem. First, how about _____ (INT: NOTE FIRST APPLICATION FROM Q.4.); Now, how about _____ (INT: NOTE SECOND APPLICATION AND CONTINUE ON TILL THIRD MOST IMPORTANT APPLICATION IS COMPLETED).

USE AS MANY FORMS AS REQUIRED.

Walker Wiener Associates Inc.

SAFETY PAPER RELATED APPLICATION PROFILE

NOTE: THIS INFORMATION PROFILE IS ONLY TO BE REQUESTED IF
COMPANY NOTES A CASE OF AN ALTERED DOCUMENT IN QUESTION 1A

NAME OF APPLICATION: _____

TYPE OF PAPER PRESENTLY PRODUCED ON: _____

WHERE PRINTING IS DONE: _____

TYPE OF PRINTING: _____

USE OF COLOR: _____

HOW PRODUCT IS PRODUCED: (I.E., LOOSE SHEETS, BUSINESS FORM, PADS,
ETC.)

OF UNITS CONSUMED ANNUALLY: _____

FREQUENCY OF PRINTING: _____

TYPICAL SOURCE FOR PRODUCT: _____

NEED FOR POST-FINISHING: _____

PRODUCED FROM: () CUT SIZE () FOLIO SIZE () ROLLS

MAGNITUDE FROM ANY ONE ALTERATION: _____

OTHER: _____

() INVESTIGATED ALTERED DOCUMENT

() INTERNAL ALTERED DOCUMENT

() COPIED DOCUMENT